

October 2005

Date	Title	Location	Time	Length	Instructor
October 3	Seventeen Laws of Teamwork	Training Academy	8:00	4 Hours	Leonard Wilson-Banks
October 3	Transportation Training	Training Academy	8:00	8 Hours	Gary Hill
October 3	* Administering Discipline	Grimes Unit	8:00	4 Hours	Tommy Rochelle
October 3	* Performance Evaluation	Grimes Unit	12:30	4 Hours	Tommy Rochelle
October 3 - 4	Managing Interviews & Interrogations	Univ. of Monticello	8:30	14 Hours	CJI
October 3 - 4	* Management Effectiveness	ASU - Newport	8:00	16 Hours	Sherman/Turner
October 3 - 6	Character in Corrections CLIP Certification Training	Human Resources	8:00	40 Hours	Richard Guy
October 4	* Interpersonal Communication	Grimes Unit	8:00	8 Hours	Jimmy Sherman
October 4	Secretarial Skills & Techniques	Little Rock	9:00	6 Hours	Inter-Agency
October 4	Gangs/Security Threat Groups	Training Academy	8:00	4 Hours	Wallace McNary
October 5	Seven C's of Leadership	Training Academy	8:00	4 Hours	Leonard Wilson-Banks
October 5	Managing a Multi-Generational Workforce	Training Academy	8:00	8 Hours	Tommy Rochelle
October 5	Violence in the Workplace	Little Rock	9:00	6 Hours	Inter-Agency
October 5	* Sexual Harassment/Misconduct	Grimes Unit	8:00	5 Hours	Sherman/Turner
October 5 - 6	* Introduction to Management	ASU - Newport	8:00	16 Hours	Sherman/Turner
October 6	* Structured Interviewing	Grimes Unit	8:00	4 Hours	Tommy Rochelle
October 6	* Performance Evaluation	Grimes Unit	12:30	4 Hours	Tommy Rochelle
October 6	* Administering Discipline	McPherson Unit	12:30	4 Hours	Michelle Turner
October 6	Basic Microsoft Excel	Human Resources Lab	8:00	4 Hours	Brenda Albright
October 6	Race Relations & Cultural Diversity	Human Resources	8:00	4 Hours	Ardella Bearden
October 6 - 7	The Human Element	Little Rock	8:30	14 Hours	Inter-Agency
October 7	Introduction to Computers / Internet Navigation	Human Resources Lab	8:00	4 Hours	Mike Wynn
October 10	Administering Discipline	Training Academy	8:00	4 Hours	Michelle Turner
October 10 - 11	The Human Element	Training Academy	8:00	14 Hours	Inter-Agency
October 10 - 13	NIC - "Building an Effective Work Team" - Majors ONLY	Human Resources	8:00	32 Hours	Tommy Rochelle
October 11	Basic Terrorism Awareness & Explosive Response	Training Academy	8:00	8 Hours	Kenny Harmon/ADEM
October 11	Grievance Prevention & Handling	Little Rock	9:00	6 Hours	Inter-Agency
October 11 - 13	**** Basic Crime Scene Processing	Univ. of Monticello	8:30	21 Hours	CJI
October 12	HazMat Awareness	Training Academy	8:00	8 Hours	Kenny Harmon/ADEM
October 12 - 13	Management Effectiveness	Training Academy	8:00	16 Hours	Sherman/Turner
October 12 - 13	Using Microsoft Word	Little Rock	8:30	14 Hours	CJI
October 13	Fair Labor Standards Act	Human Resources	8:00	4 Hours	Pam Riegler
October 14	Verbal Fitness for Law Enforcement	Bentonville PD	9:00	6 Hours	CJI
October 14	Firearms Instructor Re-certification Course	Training Academy	8:00	8 Hours	Todd Brown
October 14	** Female Offender	McPherson Unit	8:00	4 Hours	Richard Guy
October 17 - 18	*** Crime Scene Sketching Using Crime Zone	Little Rock	8:30	14 Hours	CJI
October 17	Sexual Harassment/Misconduct	Training Academy	8:00	5 Hours	Michelle Turner
October 17 - 21	Training Design & Development	Training Academy	8:00	40 Hours	Richard Guy
October 17 - 21	Information Technology CLIP Certification Training	Human Resources Lab	8:00	40 Hours	Roger Patton
October 18	Inmate Grievances	Human Resources	8:00	4 Hours	Tiffanye Compton
October 18	Inmate Profile	Training Academy	8:00	4 Hours	Richard Guy
October 19	Grievance Prevention & Handling	Human Resources	8:00	5 Hours	Jane Manning
October 19 - 20	Hostage/Crisis First Responder	Training Academy	8:00	16 Hours	James Newby
October 20	Seventeen Laws of Teamwork	Human Resources	8:00	8 Hours	Eddie Sensat
October 21	Computer Crime Awareness for First Responders	Univ. of Monticello	8:30	7 Hours	CJI
October 21	Courtroom Testimony	Univ. of Monticello	9:00	6 Hours	CJI
October 24	Interpersonal Communication	Training Academy	8:00	8 Hours	Jimmy Sherman
October 24 - 28	Crisis Negotiations	Little Rock	8:30	40 Hours	CJI
October 24 - 28	Firearms Instructor Certification Course	Training Academy	8:00	40 Hours	Todd Brown
October 24 - 28	Fire Safety Inspector CLIP Certification Training	Training Academy	8:00	40 Hours	Jimmy Banks
October 24 - 28	Nutrition, Health, & Wellness CLIP Certification Training	Human Resources	8:00	40 Hours	Erin Johnson/JRMC
October 25	* Race Relations & Cultural Diversity	McPherson Unit	8:00	4 Hours	Ardella Bearden
October 25 - 27	Fingerprint Comparison and Identification	Texarkana PD	8:30	21 Hours	CJI
October 26 - 27	Using Microsoft Excel	Little Rock	8:30	14 Hours	CJI
October 27	Basic Terrorism Awareness & Explosive Response	Training Academy	8:00	8 Hours	Kenny Harmon/ADEM
October 28	HazMat Awareness	Training Academy	8:00	8 Hours	Kenny Harmon/ADEM
October 28	Interpersonal Communication	Little Rock	9:00	6 Hours	Inter-Agency
October 31 - 4 Nov	Recovery of Human Remains	Little Rock	8:30	35 Hours	CJI
	CONTACT YOUR UNIT TRAINER FOR INFORMATION				

Open Enrollment	Internet Based e-Learning Classes	National Institute of Corrections		Varied	Self-Paced
Open Enrollment	Who Moved My Cheese	Little Rock		Varied	Inter-Agency
	Emotional Intelligence	Little Rock			Inter-Agency
	FISH	Little Rock			Inter-Agency
	Dealing With Difficult People	Little Rock			Inter-Agency
	Give 'Em The Pickle	Little Rock			Inter-Agency
	Defensive Driving	Little Rock			Inter-Agency
	Train the Trainer	Little Rock			Inter-Agency
	CPR	Little Rock			Inter-Agency
	Presenting Testimony	Little Rock			Inter-Agency
	* - Regional Training ONLY				
	** - McPherson & Grimes Unit ONLY				
	*** - Prerequisite for this course: Introduction to Computers or working knowledge of Microsoft Windows and Computer Navigation skills				
	**** - Must have adjustable 35 mm Camera and Tripod				
					